

## Appendix B

Commonwealth of Virginia Database Index Reporting Form											
1.	<b>Public Body Name &amp; Numeric Code:</b>	Dept. of Criminal Justice Services (00140)	4.								
	<b>Database Title:</b>	Private Security System	5.								
	<b>Database Acronym:</b>	SHERLOCK	6.								
			<b>Point of Contact:</b> Leon D. Baker, Jr.								
			<b>Phone Number:</b> (804) 786-1198								
			<b>Signature &amp; Date:</b> <i>Elizabeth W. Mancuso 7/14/98</i>								
<p>7. <b>Database Description and Contents:</b> <i>(Provide a brief narrative summary of the purpose for which the database is maintained in support of the business of state government and a description of the general contents of the database. Indicate known restrictions to public access.)</i></p> <p>The DCJS has the statutory responsibility to license private security businesses (including those that install security and alarm systems); register security industry personnel who have passed a police background check based on fingerprints; insure that mandatory initial and periodic refresher training is completed by each registrant; and certify training schools and programs designed to provide mandatory training courses. This "large" PC data base system has been developed to maintain these records for businesses, schools and personnel and to collect fees associated with licensing and certification.</p> <p>The SHERLOCK system is a Microsoft Visual Foxpro 5.0 data base application.</p> <p>Information from the data base may be made available, except where exempted or otherwise restricted by statute.</p> <p><i>Note: Specific information relating to data fields, record/table layouts, and known restrictions to public access is maintained by the public body. Please contact the point of contact noted in Item 4 for further details.</i></p>											
<p>8. <b>Date of Last Update:</b> July 17, 1998      9. <b>Frequency of Update:</b> <input checked="" type="checkbox"/> Daily,   <input type="checkbox"/> Weekly,   <input type="checkbox"/> Monthly,   Other:</p>											
<p>10. <b>Formats Available and Schedule of Fees:</b> <i>(Provide a description of each format in which the database is made available, and the cost, if any, of each format.)</i></p> <table style="width: 100%; border: none;"> <thead> <tr> <th style="text-align: left; width: 60%;">a. <u>Format</u></th> <th style="text-align: left; width: 40%;">b. <u>Cost</u></th> </tr> </thead> <tbody> <tr> <td>CD Rom of Data Base Tables</td> <td>\$175.00</td> </tr> <tr> <td>Standard Data Base Reports</td> <td>\$5.00 Each</td> </tr> <tr> <td>Ad Hoc Reports</td> <td>\$45 per hour, minimum 1 hour charged</td> </tr> </tbody> </table>				a. <u>Format</u>	b. <u>Cost</u>	CD Rom of Data Base Tables	\$175.00	Standard Data Base Reports	\$5.00 Each	Ad Hoc Reports	\$45 per hour, minimum 1 hour charged
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**Send completed form to the Library of Virginia, 800 East Broad Street, Richmond, Virginia 23219-1905 (Attn: Mary Clark).**

5/30/97